CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
AGENDA ● JUNE 18, 2025
MINUTES

4:30 PM

I. Call to Order

- ○ Jolene Andersen, Chair
- ○ Jesse Merck, Vice-Chair
- ○ Nicholas McCoy, Treasurer/Secretary
- ○ Jessica Spinks, Board Member
- ○ Paul Chamberlin, Board Member
- ○ Theresa Farrell, Board Member
- ○ Amanda Moore, Board Member

II. Agenda Amendments

Chamberlin proposed the following amendment to the agenda:

 ADD 6B: Property Discussion

Chamberlin made a motion to accept the amendment to the agenda, seconded by McCoy. The motion carried unanimously.

III. Approval of Financials

The April 2025 financials were included in the meeting packet and emailed prior to the meeting. A motion to approve the financials was made by Chamberlin, seconded by Merck. The motion carried unanimously.

IV. Approval of Meeting Minutes

A. Minutes of the Previous Meeting

The May 2025 minutes were included in the meeting packet and emailed prior to the meeting. A motion to approve the May 2025 minutes was made by Farrell, seconded by McCoy. Chamberlin abstained from the vote, as he was not at the last board meeting. The motion carried, with one abstaining.

V. Old Business

A. Organization Committee

1. Strategic Plan

Andersen updated the board that the Strategic Planning Meeting will be Wednesday, August 6th from 10 AM to 2 PM located inside the North Center Conference Room. There will be a short survey sent out prior to the planning session. Andersen requested staff to compile a list of politicians, stakeholders, and business owners who should attend and send out a save the date. No further action required at this time.

B. Business Development Committee

1. New Downtown Businesses

Andersen reported that the Polaris Store has opened and Sunset Finance is now 1st Franklin Financial. No further action required at this time.

C. Design Committee

1. Downtown Projects

Andersen stated that the contract with RLC has been signed and we are waiting for the work to begin on the environmental survey. Due to the weather issues they have not been able to complete. No further action required at this time.

D. Promotions Committee

1. Downtown Promotions & Events Update

Farrell updated the board that there weren't any updates. No further action required at this time.

2. City Department Luncheon

Andersen reported that a date has not been chosen. She suggested to wait until after summer, so not to interfere with people's vacations. No further action required at this time.

VI. New Business

A. Welcome New Board Member

New Board Member was not present. Tabled to a later date. No further action required at this time.

B. Property Discussion

A discussion was held about property 113 N East Street. No further action required at this time.

VII. Announcements

A. Next Regularly Scheduled Meeting 07.16.2025

Next regularly scheduled meeting for July will be Wednesday, July 16, 2025 at 4:30pm.

VIII. Adjourn

Motion to adjourn at 4:56 pm by Chamberlin; seconded by Moore. Motion carried unanimously.